

# SAN DIEGO INTERNATIONAL AIRPORT

## APPLICATION FOR TENANT IMPROVEMENT PROJECT

### Conceptual Approval (must obtain Authority Contract Manager's approval prior to submitting this TI Application)

All fields marked with an asterisk \* are required and must be filled out

Tenant Legal Name*			Address*			Date*		
Tenancy Business (DBA) Name*			Project Location: San Diego International Airport*			Other Location:		
* Please initial to acknowledge and confirm that you have read the requirements set forth in the Concessions Design Manual*								
Printed Name – Owner/Officer*			E-Mail Address*			Telephone Number*		
Authority Contract Manager Name*			Department Name*			Approval Date*		
PROJECT DESCRIPTION (Be Specific)*						LEED PROJECT: NO <input type="checkbox"/> YES <input type="checkbox"/>		

### Design and Construction Requirements

Project Manager Name (Point of Contact)*		Telephone Number*	E-Mail Address*
Proposed Architect/Engineer		Telephone Number	E-Mail Address
Proposed Contractor		Telephone Number	E-Mail Address
Estimated Project Cost*		Estimated Construction Start & Completion Dates*	Signature – Owner/Officer*
\$			
Provide Supporting Documents, if required:			
<input type="checkbox"/> Concept Plans* (Floor Plan, Elevation, and Colored Renderings) and/or Electronic Copy* - Required			
<input type="checkbox"/> Specifications and Plans (Floor Plan, Elevation, and Colored Renderings, etc.) and/or Electronic copy			
<input type="checkbox"/> Project Schedule/Timelines including Key Milestones* - Required			
<input type="checkbox"/> Airport Terminal Map Highlighting Project Location* - Required			
<input type="checkbox"/> Updated Material Sample Boards (depicting all materials, finishes, and locations) and/or Electronic Copy			
<input type="checkbox"/> Other			

### Notice to Proceed & Closeout Requirements

Refer to Concessions Design Manual (CDM or NCDM) for Notice to Proceed Construction & Project Closeout Requirements

Submit Tenant Improvement Application to: TI Project Manager, Airport Design & Construction, SDCRAA

E-Mail: [TIP@san.org](mailto:TIP@san.org)

Street Address: 3032-A N. Harbor Dr, San Diego, CA 92101 ● Mailing Address: P.O. Box 82776, San Diego, CA 92101

### ADC Tenant Improvement Project Acceptance:

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